

The Workforce Investment Council

of the District of Columbia



Executive Committee Meeting Summary Notes

Wednesday December 7, 2005

Executive Committee Members Present: Susan Cheng for Stanly Jackson, DMP&ED; Gerald Murphy, WANADA; Daryl Hardy for Greg Irish, DOES Director; Joan Kuriansky, WOW; Joe Chirico, VP/Chevy Chase Bank; Mario Acosta, Strategic Consulting; Melissa Mowrey for DCPS-CTE; Keith Cross for Yvonne Gilchrist, DHS Director **Guest:** Margaret Singleton, VP, DC Chamber of Commerce **DCWIC Staff:** Keith Mitchell and Lillian Nazario

Joe Chirico, DCWIC Interim Chair called the meeting to order at 8:50 a.m. He called for members to review summary notes for the November meeting and motion to approve. Minutes were adopted following a vote, and the chair asked for DCWIC's Treasurer's report. Keith welcomed members and indicated that the FY05-06 DCWIC budget was in place and that conversations were taking place with the CA and DMP&ED to have the DCWIC's budget processed by the District's CFO for FY06-07. He indicated that part of the budget expense include the filling of the vacant DCWIC program analyst position to deal with the added responsibility of the Blanket Purchase Agreement process of service and training providers. Susan Cheng indicated that the DC Office of Personnel's Capitol Fellows Program may be a resource in identify and referring qualified candidates. Margaret Singleton expressed the need to align position description responsibilities with DCWIC's Sector Industry and Demand Driven strategy, and the need to have quarterly reports from DCWIC's approved training and service providers.

Committee Reports:

Universal Access to Services: Mario Acosta, Committee chair provided a draft copy of the DCWIC's Standards for Culturally and Linguistically Appropriate Services Assessment Tool for review and member feedback. This document, as part of the District's Credentialing Initiative will be utilized by Center managers to measure and track appropriate language assistance services at the One Stop Centers to the District's LEP, Disable and Asian & Pacific Islander communities.

Employer Outreach and Demand-Driven Services(EI/LMI): Margaret provided an overview of the complete the sector analysis to identify those sectors that have growth potential, mobility in jobs and can provide family sustaining wages ;Target economic development projects that are aligned with the identified growth sectors ; Ensure coordination of employer outreach among agencies and establish forums in specific sectors to determine their hiring patterns and needs ; Create informal employer focus groups to address labor market information and develop career ladders and lattices that are in the identified sectors and target new and exsisting training resources

Performance Accountability and Training Priority(One Stop): Keith indicated that committee chair Jos Williams has requested a meeting to discuss DCWIC's re-organization, committee structure and membership. Meeting is schedule for December 7, 2005

Workforce, Education and Economic Development Resources

- No Committee Report

Youth Access to Services

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- No Committee Report

Old Business Discussions:

- **DCWIC Member Nomination Status:** 8 nominations referred to the DC Boards & Commission by the DCCC; 2 declined nominations; still pending is the appointment of the DCWIC Chair by the Mayor; 1 resignation; business community and A&PIA representation.
- **Building a District of Columbia Workforce System for Today & Tomorrow:** Keith developed and provided a draft copy of the “Building a District of Columbia Workforce System for Today & Tomorrow” for member impute. He indicated that following meetings with the CA and DCCC, it was agreed that the DCWIC needed re-organization and a more robust role in implementing workforce development for District residents. The CA requested the document in hopes for a better understanding of the DCWIC’s reach within the city administration and elected officials, as well as a clear and concise report on goals and objectives. Members are to review and provide email feedback to Keith, prior to the next general DCWIC board meeting scheduled for December 16, 2005.
- **DCWIC’s Meeting Agendas:** Keith indicated that part of the CA request for a more robust workforce system included the need to develop appropriate meeting agendas for high level participation of the business representatives and appointed government officials.

New Business Discussions:

- DCWIC’s participation and impute on what happens relating to workforce policy
- Way to Work Legislation; Living Wage
- Reporting to the DMP&ED on DCWIC’s budget processing for FY06-07
- Projected plan for resources for a new and robust DCWIC
- Public perception that the Mayor’s DCWIC needs to step out of the shadow of DOES
- Documentation to make clear and define roles of the DCWIC as the overseer of WIA funds, and DOES as the administrator of those funds
- Lack of support and participation from the District’s business community members appointed to the DCWIC
- DC Housing Initiative and partnership with Fanny Mae and DCWIC
- DOES implications on measurable outcomes of WIA funded services
- DCWIC meeting agendas to address what brings members in, and what keeps members coming

DCWIC Actions, Motions and Recommendations:

*12-07-05 Recommendation to request an update and overview of the Way to Work legislation
Pending*

11-02-05 Recommendation to have the City Administrator and the DCCC re-examine the DCWIC vacant position to secure the 51% business representation on the board Pending

Handouts:

- DCWIC’s Standards for Culturally and Linguistically Appropriate Services Assessment Tool
- Fannie Mae Employer Assisted Housing information
- 2004/2005 Guide to Development in DC

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**The next Executive Committee meeting is scheduled for Wednesday January 3, 2005 at the DCCC 1213 K Street NW,
Washington, DC from 8:30 to 10:00am**